



Alberta Party

Alberta Party Provincial Board Meeting

August 26, 2019 // 8:00 pm – 9:30 pm

Online

Minutes

1. Call to order – 8:03pm
 - a. In Attendance: Myles Chykerda, Karen McPherson, Griffin Brown, Anthony Castillo, Beth Bell, Jennifer Metituk, Conrad Guay, Allen Preston, Kara Levis, Cole Harbin, Rob Fox, Chris Nowell
 - b. Absent: Rhiannon Hoyle, Aisha Rauf, Theo Weigel
 - c. Quorum Established
2. Approval of Agenda
 - Motion** – That the Agenda be approved. **M.** – Beth Bell, **S.** – Allen Preston. Carried.
3. Approval of Minutes
 - a. June 15 Organizational
 - Motion** – That the Minutes from the June 15th Organizational Meeting be approved. **M.** – Beth Bell, **S.** – Allen Preston. Carried.
 - b. June 15 Special
 - Motion** – That the Minutes from the June 15th Special Meeting be approved. **M.** – Allen, **S.** – Griffin Brown. Carried.
 - c. June 15 Board
 - Motion** – That the Minutes from the June 15th Board Meeting be approved. **M.** – Kara, **S.** – Griffin Brown. Carried.
 - d. June 23 Board
 - Motion** – That the Minutes from the June 23rd Board Meeting be approved. **M.** – Kara Levis, **S.** – Griffin Brown. Carried.
 - e. June 26 Board
 - Motion** – That the Minutes from the June 26th Board Meeting be approved. **M.** – Kara Levis, **S.** – Myles Chykerda. Carried.
 - f. July 8 Board
 - Motion** – That the Minutes from the July 8th Board Meeting be approved. **M.** – Griffin Brown, **S.** – Myles Chykerda. Carried.
4. Officer Reports
 - a. President
 - i. Report Received for Information

1. CA online meeting. Working on getting the summary together and transcribing audio.
 2. Working with Anthony and EA to ensure all Candidate financial reports were filed.
 3. Reaching out to individuals who may like to serve on the Board or Committees.
 4. Donor report for individuals reported through OFS. Ensure we're communicating thanks to people not donating through website.
 5. Ensuring Alberta Corporate Registries is updated on current Board membership.
- b. Secretary
- i. Report received for information
 1. Working on processes for CA registration/de-registration under current legislation.
 2. Reported on storage structure for committees in Google Drive.
 3. Working on cleaning up CA directory on website in conjunction with Conrad.
- c. CFO
- i. Report received for information
 1. Accounts, A/R, A/P reported.
 2. Campaign audit underway.
 3. Question asked concerning updating credit card information for donors. Will investigate.
5. Committee Reports
- a. Communications
- i. Report submitted to Board for review.
 - ii. Ensuring new donor process is smooth and easy for users in current Nation Builder setup.
 - iii. Will work with tech team to sort out any difficulties encountered in the processes.
 - iv. Focus on identifying areas we disagree, areas we agree, and areas where we can provide ways to make things better.
- b. Fundraising
- i. Report submitted to Board to review.
 - ii. Good response to fundraising emails. Developing strategies based on member feedback as we move away from the election.
 - iii. Connecting directly with donors and building personal connections.
- c. Organization
- i. Recruiting people to various positions throughout the provincial structure. Province wide positions and regional level positions are dual concerns.
 - ii. Well-attended events happening throughout the province.
 - iii. Connecting with communications about literature and information pieces with post-election contact information.
 - iv. Re-engaging with election volunteer base.
6. Old Business

- a. Leadership Vote Date
 - i. **Motion** – That the Board moves in camera. **M.** – Karen McPherson, **S.** Griffin Brown. Carried.
 - ii. **Motion** – That the Board moves out of camera. **M.** – Karen McPherson, **S.** Griffin Brown. Carried.
 - b. Discussion of Executive Committee and Chair Titles
 - i. Organizational Chart
 - 1. Titles discussed.
 - c. Youth Engagement and Shadow Cabinet Committee TORs
 - i. Update from Griffin
 - ii. Additional TORs for Leadership Planning, AGM Planning, and Constitutional Review
 - 1. Drafts received as information.
 - d. Status of post-election feedback
 - i. Ongoing – review of data underway
7. New Business
- a. Membership Rate
 - b. Executive Director proposal
 - c. In-person meetings
 - i. **Motion** – To move matters 7a through 7c to online discussion. **M.** Myles Chykerda, **S.** Griffin Brown. Carried.
 - d. Donor Receipts
 - i. Issues with auto-forms discussed. Matter will be investigated by tech and finance team.
8. Adjournment
- a. **Motion** – To adjourn meeting. **M.** Beth Bell, **S.** Karen McPherson.
 - b. Meeting Adjourned at 9:39pm